

To: Rogow, Michelle[Rogow.Michelle@epa.gov]; Payne, Tony[Tony.Payne@fire.lacounty.gov]; MUSANTE, JASON[Musante.Jason@epa.gov]; Harris-Bishop, Rusty[Harris-Bishop.Rusty@epa.gov]; Williams, Deirdre[Deirdre.Williams@fire.lacounty.gov]
Cc: NEIBAUR, ELENA[Neibaur.Elena@epa.gov]; Michael Contreras[micontreras@ph.lacounty.gov]
From: Charlene Contreras
Sent: Sun 7/10/2016 2:31:08 AM
Subject: RE: Resend: Draft Outline of Final Documentation Package for Owners and Residents
[Outline for final documentations package 070916_cc.docx](#)

Please see my edits in track changes.

To avoid 2 outlines and thus 2 document formats, can we just say (from the “not-cleaned” fact sheet) “testing results from inside your home showed that indoor cleaning was not needed” and then skip to the next section.

-Charlene

From: Rogow, Michelle [mailto:Rogow.Michelle@epa.gov]
Sent: Saturday, July 9, 2016 5:07 PM
To: Payne, Tony <Tony.Payne@fire.lacounty.gov>; MUSANTE, JASON <Musante.Jason@epa.gov>; Harris-Bishop, Rusty <Harris-Bishop.Rusty@epa.gov>; Charlene Contreras <chcontreras@ph.lacounty.gov>; Williams, Deirdre <Deirdre.Williams@fire.lacounty.gov>
Cc: NEIBAUR, ELENA <Neibaur.Elena@epa.gov>; Michael Contreras <micontreras@ph.lacounty.gov>
Subject: Re: Resend: Draft Outline of Final Documentation Package for Owners and Residents

Thanks. Will add both of those. Deirdre already caught the lack of cleaning info.

I'm thinking we will have 2 outlines: one for just outdoor, and the other for indoor and outdoor.

From: Payne, Tony <Tony.Payne@fire.lacounty.gov>
Sent: Saturday, July 9, 2016 5:01 PM

To: Rogow, Michelle; MUSANTE, JASON; Harris-Bishop, Rusty; Charlene Contreras; Williams, Deirdre
Cc: NEIBAUR, ELENA; Michael Contreras
Subject: RE: Resend: Draft Outline of Final Documentation Package for Owners and Residents

I have two comments/suggestions.

I recall that homes cleaned by ServPro would receive a package detailing the work performed.

Also, any thoughts of including a general description covering the outdoor cleaning performed?

From: Rogow, Michelle [<mailto:Rogow.Michelle@epa.gov>]
Sent: Saturday, July 09, 2016 1:50 PM
To: MUSANTE, JASON; Harris-Bishop, Rusty; Charlene Contreras; Payne, Tony; Williams, Deirdre
Cc: NEIBAUR, ELENA; Michael Contreras
Subject: Resend: Draft Outline of Final Documentation Package for Owners and Residents

This time with attachment.

From: Rogow, Michelle
Sent: Saturday, July 9, 2016 1:43 PM
To: MUSANTE, JASON; Harris-Bishop, Rusty; Charlene Contreras; Tony Payne; Deirdre.Williams@fire.lacounty.gov
Cc: NEIBAUR, ELENA; micontreras@ph.lacounty.gov
Subject: Draft Outline of Final Documentation Package for Owners and Residents

Please review and provide comments asap, so that we can get agreement on this outline, and the work can focus on developing the information to populate the package.

Thank you,

Michelle Rogow
On Scene Coordinator
EPA Region 9

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